Shatin Pui Ying College Annual School Plan 2013/2014



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A. School Vision and Mission

1. Vision Statement

Together we nurture the life of our students Hand in hand we witness to the Love of Christ

2. School Mission

- a. Our school has 'holistic education' as its philosophy, with 'Faith, Hope, Love' as its motto. We are committed to the provision of a comprehensive range of quality education services, which aims to promote the moral, intellectual, physical, social, aesthetic and spiritual development of our students.
- b. We help our students grow in physical fitness, self-discipline, responsibility, independent thinking, creativity, leadership and social skills.
- c. Seeking to nurture in our students positive attitudes and Christian values, we want to see them develop into good citizens, serving the community and contributing to our nation.

B. Major Concerns

1. Continue to highlight Values Education

- 1.1 Introduce "Theme of the Term" as focus for a set of designated virtues
- 1.2 Sponsor talks, school-based programmes and activities offered by external organizations
 - to instill in students a positive attitude towards life
 - to explore a variety of value-driven issues
 - to cultivate a sense of national belonging
- 1.3 Promote Invitational Education
- 1.4 Provide sex education with a number of foci
- 1.5 Implement the "Beautiful Life Scheme"
- 1.6 Sponsor the "Parent Academy (家長學堂)" and other parent education programmes

2. Devise effective policies and tools in support of the New Senior Secondary curriculum

- 2.1 Communicate with stakeholders on school measures pertinent to the NSS Academic Structure
- 2.2 Adopt a flexible time-tabling arrangement to provide students with good access to elective subjects
- 2.3 Promote on-campus life-wide learning activities and nominate students for off-campus quality events
- 2.4 Introduce small-class teaching for Liberal Studies, English and Chinese Languages at senior secondary levels
- 2.5 Optimize language education by helping students build a firm language foundation
- 2.6 Promote self-directing learning
- 2.7 Enhance IT support and promote mobile learning
- 2.8 Acquire school-based support services offered by the EDB, universities and other institutions
- 2.9 Sponsor Staff Development Days
- 2.10 Nourish a culture of professional exchange among teachers
- 2.11 Expand teaching capacity by appoint additional teachers, teaching assistants and support staff

3. Cater for learning diversities

- 3.1 Implement small-class teaching
- 3.2 Sponsor remedial and enrichment programmes outside school hours
- 3.3 Provide opportunities for students with high potentials to stretch their capacities in different areas
- 3.4 Procure services to cater to students with special education needs

4. Nurture an international outlook and make better use of the global Pui Ying Network

- 4.1 Conduct exchanges with Pui Yingers
- 4.2 Broaden student outlook through reading and sharing
- 4.3 Host talks and sharing sessions on current issues
- 4.4 Encourage students to broaden their horizons by participating in life-wide learning activities
- 4.5 Provide opportunities for students to receive visitors from foreign countries

C. Implementation Plan

1. Major Concern: Continue to highlight Values Education

| | Targets | | Strategies | | Success Criteria | | Methods of Evaluation | Time Scale | In Charge | Resources Required |
|----------|---|-----|---|---|---|---------|--|------------|---|--------------------------------------|
| * | Students embrace positive values of temperance, meekness, joy, faithfulness, kindness, goodness, peace, love and patience. Students explore value-driven issues so that they become more socially aware, critically minded and independently strong in decision | 1.1 | Introduce "Theme of the Term" which focuses on a set of designated virtues Sponsor talks, school-based programmes and activities offered by external organizations to instill in students a positive attitude towards life. Explore a variety of value-driven issues and cultivate a sense of national belonging | * | Students beginning to reflect on values themes Students showing concern, care, appreciation and respect for others Students actively participating in charity works | A A A A | Questionnaires Observation Interviews Teachers' feedback | Year-round | Lee Man Yin (Student Guidance Committee) | Outside speakers Speakers fees |
| * | making. Parents and school work together in the nurture of positive values for their children. | | Values topics addressed in morning assemblies | | | | | Year-round | Lee Man Yin (Student Guidance Committee) | |

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|--------------------------------------|------------------|--------------------------|------------|--------------------|-----------------------|
| | Talks on Values | | | Year-round | Lee Man Yin | |
| | Education in Day | | | | (Student Guidance | |
| | C or Day F | | | | Committee) | |
| | assemblies | | | | | |
| | - Classroom | | | Year-round | Teachers concerned | |
| | Homilies | | | | | |
| | (「閒話家常」) | | | | | |
| | Trip to Dongguan | | | 4/2014 | Wong Wai Kei | |
| | (東莞「心」度行): | | | | (Student Guidance | |
| | training & trip | | | | Committee) | |
| | | | | | | |
| | - "People Come and | | | 2/2014 | Ip Kwok Fan | |
| | Go" for S6 | | | | (Student Guidance | |
| | (有「傘」有聚) | | | | Committee) | |
| | | | | 10/2012 | | |
| | - Life Program for | | | 10/2013 - | Lee Man Yin | |
| | S4-6 | | | 6/2014 | (Student Guidance | |
| | | | | | Committee) | |
| | - Class-teachers' | | | 9/2013 - | Lee Kwok Yan | |
| | Periods for S1-6 | | | 6/2014 | (Student Guidance | |
| | r c11008 101 31-0 | | | 0/2014 | Committee) | |
| | | | | | Class-teachers | |
| | | | | | Hung Lik Ping | |
| | | | | | (Coordinator of | |
| | | | | | Class-teachers) | |

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|---|------------------|--------------------------|------------|---|-----------------------------|
| | Flag RaisingCeremony | | | 9/2013 | Chow Chun Fai Moon Yuk Tai (Civic Education Committee) | |
| | Talk on social integration of minority groups | | | 10/2013 | Wong Ling (Civic Education Committee) | |
| | ICAC I-mission Programme | | | 11/2013 | Chow Chun Fai (Civic Education Committee) | |
| | Talk on the development of China | | | 5/2014 | Moon Yuk Tai (Civic Education Committee) | |
| | - Talk on Hong Kong elections | | | 3/2014 | Chow Chun Fai (Civic Education Committee) | |
| | Dress CasualDay | | | 27/9/2013 | Tang Chui Har (Student Union) | |
| | - Teachers' Day | | | 10/2013 | Tang Chui Har (Student Union) | Gifts to teachers and staff |

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|--|--|--|------------|--|-----------------------|
| | 1.3 Promote Invitational Education | ✓ Positive attitudes instilled in students | ObservationTeachers'feedback | | | |
| | - Rite of Youth (S4) | ✓ Students becoming mature and responsible | recubuck | 19/11/2013 | Tang Chui Har (Invitational Education | |
| | - Rite of Confirmation (S5) | ✓ Pui Ying Spirit passed on | | 23/9/2013 | Team) | |
| | - "Baton Passing" Ceremony (S4-6) | | | 25/2/2014 | | |
| | - Tea Ceremony | | | 3/2014 | Tang Chui Har (Invitational Education Team) | |
| | Flying Eagle Award Scheme | | | Year-round | Lee Kwok Yan (Award Scheme Team) | |
| | Peer Counseling Scheme | | | Year-round | Ng Chun Fai (Student Guidance Committee) | |

| Targets | | Strategies | , | Success Criteria | | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|-----|---|---|---------------------|---|--------------------------|-------------|---------------------|-----------------------|
| | 1.4 | Provide sex education with a | ✓ | Students seriously | > | Questionnaires | | | External |
| | | number of foci | | exploring issues | > | Observation | | | organizations |
| | | | | such as getting | > | Interviews | | | & their staff |
| | | Sex education program | | along with the | | | 9/2013 (S1) | Lai Chi Keung | |
| | | for S1 | | opposite sex | | | | Chan Tin Chi | Fees for |
| | | | ✓ | Becoming aware | | | | (School Social | service |
| | | | | of responsibilities | | | | Worker) | providers |
| | | | | associated with | | | | | |
| | | Journey to Love for | | love | | | 2/2014 (S2) | Lai Chi Keung | |
| | | S2-3 | ✓ | Acquiring correct | | | 3/2014 (S3) | (Student | |
| | | | | attitudes in | | | | Guidance | |
| | | | | courtship | | | | Committee) | |
| | | | ✓ | Students learning | | | | | |
| | | Sex education program | | how to prevent | | | 18/2/2014 | Ip Kwok Fan | |
| | | for S4-6 | | sexual harassment | | | (S4 - 6) | (Student | |
| | | | | | | | 3/2014 (S4) | Guidance | |
| | | | | | | | 4/2014 (S5) | Committee) | |
| | | | | | | | 1/2014 (S6) | | |

| Targets | | Strategies | | Success Criteria | | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|-----|---------------------------------------|---|---------------------|---|--------------------------|-------------|---------------------|-----------------------|
| | | Talk On Intimacy, | | | | | 18/9/2013 | Lai Chi Keung | External |
| | | for S1-6 | | | | | | Ip Kwok Fan | organizations |
| | | | | | | | | (Student | & their staff |
| | | | | | | | | Guidance | |
| | | | | | | | | Committee) | Fees for |
| | | | | | | | | Chan Tin Chi | service |
| | | | | | | | | (School Social | providers |
| | | | | | | | | Worker) | |
| | | | | | | | | | |
| | | Drama activity to | | | | | 18/2/2014 | Lai Chi Keung | |
| | | teach prevention of | | | | | | (Student | |
| | | sexual harassment, | | | | | | Guidance | |
| | | for S1 | | | | | | Committee) | |
| | | | | | | | | | |
| | | | | | | | | Ip Kwok Fan | |
| | | Sex education | | | | | 10/2013 - | (Student | |
| | | training scheme for | | | | | 5/2014 (S4) | Guidance | |
| | | S4 | | | | | | Committee) | |
| | 1.5 | Implement the "Beautiful | ✓ | Student moral | > | Questionnaires | Year-round | Wong Hei Chun | School |
| | | Life Scheme" | | standards raised | > | Observation | | (Discipline | funding |
| | | | ✓ | behaviour improved | | | | Committee) | |
| | | | ✓ | confidence enhanced | | | | Chan Tin Chi | Clerical |
| | | | | | | | | (School Social | support |
| | | | | | | | | Worker) | |

| Targets | | Strategies | ; | Success Criteria | | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|-----|--|---|--------------------|---|--------------------------|------------|---|-----------------------|
| | 1.6 | Sponsor the "Parent | ✓ | Positive response | > | Observation | 11/2013- | | External |
| | | Academy (家長學堂)" | | from parents | > | Parents' | 5/2014 | | organizations |
| | | and other parent | ✓ | Parental awareness | | feedback | | | & their staff |
| | | education programmes | | of need for home | | | | | |
| | | | | education raised | | | | | Fees for |
| | | A seminar series on | | | | | 11/2013- | Yau Man Wai | service |
| | | parenting, sex | | | | | 5/2014 | (Home-school Cooperation | providers / |
| | | education, health | | | | | | Committee) | guest |
| | | education, etc. | | | | | | | speakers |
| | | - A talk on the importance of home education | | | | | 8/11/2013 | Yau Man Wai (Home-school Cooperation Committee) Chan Tin Chi (School Social Worker) | |
| | | A talk on reading for | | | | | 7/2014 | Yau Man Wai | External |
| | | parents of S1 | | | | | | (Home-school Cooperation | organizations |
| | | newcomers | | | | | | Committee) | & their staff |
| | | | | | | | | Chen Tak Nam | |
| | | | | | | | | (Chinese Panel) | Fees for |
| | | | | | | | | | service |
| | | | | | | | | | providers / |
| | | | | | | | | | guest |
| | | | | | | | | | speakers |

2. Major Concern: Devise effective policies and tools in support of the New Senior Secondary curriculum

| | Targets | | Strategies | Sı | ıccess Criteria | | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|----------|---|-----|--|----------|--|-------------|--|------------------------|---|-----------------------|
| | To build a coherent and diversified senior secondary school curriculum for a student population of | 2.1 | Communicate with stakeholders on the school measures regarding the NSS Academic Structure | ✓ | Stakeholders becoming aware and supportive | VV | Observation Stakeholders' feedback | Year-round | Yau Oi Yuen (Principal) Chan Lai Fan Tsang Shan Shan (Vice-Principals) | |
| * | different needs, aptitudes and interests To equip students for new challenges: broad knowledge base, solid foundation for whole-person development, pursuit of lifelong learning, | 2.2 | Adopt a flexible time-tabling arrangement to provide students with good access to elective subjects Promote on-campus life-wide learning activities and | ✓ | Students enjoying a good variety of choices in subject selection Sufficient provision of other learning | A A A | Student feedback Teacher feedback Student feedback Teacher | 5-8/2013 Year-round | Chan Lai Fan Tsang Shan Shan (Vice-principals) Mak Ka Man (Teacher-in-charge of Timetabling) Chan Lai Fan Tsang Shan Shan (Vice-principals) | |
| * | and an outlook that embraces nation and world To promote a culture of community learning and the continuing professional development of teachers | | nominate students for off-campus quality events | ✓ | experiences Student horizon broadened | > | feedback Evaluation meetings | | Tsoi Yiu Chung (Life-wide Learning Committee) Teachers concerned | |

| Targets | | Strategies | Sı | ıccess Criteria | | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|-----|---|------------------|---|----------|--------------------------------------|------------------------------------|--|-----------------------|
| | 2.4 | Introduce small-class teaching for Liberal Studies, English and Chinese Languages at senior secondary levels | > > | Student needs are catered for Teachers given room to fine tune teaching strategies | * | Teacher feedback Student feedback | Year-round | Chan Lai Fan Tsang Shan Shan (Vice-principals) Teachers concerned | Additional teachers |
| | 2.5 | Optimize language education by helping students build a firm language foundation - 5-day English Summer Programme for S1 newcomers | ✓ ✓ | Students' language capacity enhanced Interest and habit in reading English books developed | * | Teacher feedback Student feedback | 21/7/2014- 25/7/2014 | Yau Man Wai (Home-School Cooperation Committee) Lui Mo Wah (English Panel Chairperson) Li Ming Hei (English teacher) | |
| | | - 5-day Chinese Summer Programme for S1 newcomers | | | | | 21/7/2014- 25/7/2014 | Lau Kit Chi (Chinese Panel Chairperson) | |
| | | BridgingProgramme | | | | | Summer Vacation & First Term | All S1 subject teachers | |

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|--|------------------|--------------------------|----------------------------|--|-----------------------|
| | - 20-minute | | | 20 minutes | Lui Mo Wah | |
| | Reading Time | | | before the 5 th | (English Panel | |
| | | | | period every | Chairperson) | |
| | | | | day | Chen Tak Nam | |
| | | | | | (Chinese Panel | |
| | Chinese and English Reading Schemes | | | Year-round | Chairperson) | |
| | Book Fairs and Mini Book Exhibitions | | | Year-round | Cheng Kai Yu (Teacher Librarian) | |
| | - English and Chinese Story-teller Series | | | Year-round | Lui Mo Wah (English Panel Chairperson) Ho Po Ki (Chinese Teacher) Cheng Kai Yu (Teacher Librarian) | |
| | - English and Chinese tutorial classes after school | | | Year-round | Lui Mo Wah (English Panel Chairperson) Chen Tak Nam (Chinese Panel Chairperson) | |

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|----------------------------------|------------------|--------------------------|------------|---------------------|-----------------------|
| | - Joint-school | | | Year-round | Chen Tak Nam | |
| | English and | | | | (Chinese Panel | |
| | Chinese oral | | | | Chairperson) | |
| | practice for | | | | Tang Chui Har | |
| | senior form | | | | (English teacher) | |
| | students | | | | | |
| | - Summer | | | 7/2014 | Chong Sin Wang | |
| | Overseas | | | | (English teacher) | |
| | Immersion Study | | | | | |
| | Tour (3 weeks) | | | | | |
| | Summer English | | | 7/2014 | Lui Mo Wah | |
| | Day Camp for | | | | (English Panel | |
| | junior form | | | | Chairperson) | |
| | students (3 | | | | Kwan Hou Sin | |
| | weeks) | | | | (English teacher) | |
| | Collaborative | | | Year-round | Lui Mo Wah | |
| | online writing | | | | (English Panel | |
| | | | | | Chairperson) | |
| | | | | | All English | |
| | | | | | teachers | |

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|---------------------------------|------------------|--------------------------|------------|----------------------|-----------------------|
| | - English online | | | Year-round | Lui Mo Wah | |
| | discussion board | | | | (English Panel | |
| | | | | | Chairperson) | |
| | | | | | All English teachers | |
| | - English | | | Year-round | Li Ming Hei | |
| | Impromptu | | | | (English teacher) | |
| | Speaking | | | | | |
| | English and | | | Year-round | Chong Sin Wang | |
| | Chinese Youth | | | | Yau Man Wai | |
| | Forum | | | | (English teachers) | |
| | | | | | Lau Kit Chi | |
| | | | | | (Chinese Panel | |
| | | | | | Chairperson) | |
| | - Chinese writing | | | Year-round | Chen Tak Nam | |
| | classes offered by | | | | (Chinese Panel | |
| | professional | | | | Chairperson) | |
| | writers | | | | | |
| | - Young Authors' | | | Year-round | Lie Sau Lai | |
| | Land | | | | (Chinese Teacher) | |
| | - Language | | | Year-round | Language teachers | |
| | activities and | | | | concerned | |
| | competitions | | | | | |
| | offered by external | | | | | |
| | organizations | | | | | |

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|--|---|--|------------|---|-----------------------|
| | 2.6 Promote self-directed learning | ✓ More resources made available for independent learning ✓ Learning motivation enhanced | Teachers feedback Student feedback Observation | Year-round | All panel chairpersons and teachers | |
| | 2.7 Enhance IT support as promote mobile learns - Develop mobile learning package - Provide support the ICT Panel to develop an e-bot for NSS curriculum | mobile learning packages made available to inside and outside | Teacher feedback Student feedback Observation | Year-round | Lee Siu Tung Yeung Tsz Chun Wong Tzi Tsim (Information Technology Committee) Mak Ka Man (ICT Panel) | |

| Targets | | Strategies | St | iccess Criteria | | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|------|---|----------|--|----------|---|--|--|---|
| | 2.8 | Acquire school-based support services offered by the EDB, universities and other institutes | A | Teachers' professionalism enhanced Learning and teaching effectiveness raised | A A A | Teacher feedback Student feedback Observation | Year-round | Lui Mo Wah (English Panel Chairperson) Chen Tak Nam Lau Kit Chi (Chinese Panel Chairpersons) | School-based Support Services, EDB |
| | 2.9 | Sponsor Staff Development Days | | | A | Questionnaires | 21/8/2013 27/9//2013 29/11//2013 25/4//2014 | Lee Man Yin Ho Yee Ki (Teachers-in-charge of Staff Development Programmes) | External organizations & their staff Fees for service providers / guest speakers |
| | 2.10 | Nourish a culture of professional exchange among teachers | | | A | Teacher feedback Observation | Year-round | Teachers concerned | |
| | 2.11 | Appoint additional teachers, teaching assistants and support staff | A | Teachers' workload reduced Material in support of learning and teaching produced | | | 8/2013 & whenever necessary | Yau Oi Yuen (Principal) Chan Lai Fai Tsang Shan Shan (Vice-Principals) | Salary for additional teachers / staff |

3. Major Concern: Cater for learning diversities

| | Targets | | Strategies | | Success Criteria | | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|----------|---|-----|---|--------|--|----|--|-----------------------|--|-----------------------------------|
| | To provide a wide range of measures | 3.1 | Implement small-class teaching | ✓ | Learning and teaching effectiveness | AA | Questionnaires Teachers | Year-round | Teachers concerned | EDB grant |
| * | to cater for diverse learning needs To provide opportunities for students to take part in internal and external contests and activities and to bring their potentials into full | 3.2 | Sponsor remedial and enrichment programmes outside school hours | ✓ ✓ | enhanced Students' learning diversities catered for Potentials developed | A | feedback Student feedback Observation | Year-round | Lai Chi Keung (Mathematics Panel Chairperson) Lui Mo Wah (English Panel Chairperson) Lau Kit Chi Chen Tak Nam (Chinese Panel | EDB grant |
| | play | 3.3 | Provide opportunities for students with high potentials to stretch their capacity in different areas - Technology - Science | | | | | Year-round Year-round | Chairpersons) Leung Chun Yee (Gifted Education Team Chairperson) Lam Pui Chung (Physics Panel Chairperson) | Diversity Learning Grant from EDB |

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|------------------------------------|------------------|--------------------------|------------|---------------------|-----------------------|
| | - Mathematics | | | Year-round | Lai Chi Keung | |
| | | | | | (Mathematics | |
| | | | | | Panel | |
| | | | | | Chairperson) | |
| | | | | | Chan Kin Hang | |
| | | | | | Leung Chun Yee | |
| | | | | | (Mathematics | |
| | | | | | teachers) | |
| | - Arts | | | Year-round | Ho Yee Ki | |
| | | | | | (Music Panel | |
| | | | | | Chairperson) | |
| | Debating & | | | Year-round | Chen Tak Nam | |
| | Humanities - | | | Tour round | (Chinese Panel | |
| | 1101110110 | | | | Chairperson) | |
| | | | | | Chui Chui To | |
| | | | | | Wong Cho Sze | |
| | | | | | (Chinese | |
| | | | | | teachers) | |
| | 3.4 Procure specialized | | | | Lee Man Yin | SEN grant |
| | services to meet | | | | (Special | from EDB |
| | special education | | | | Education | |
| | needs | | | | Needs Team | |
| | Speech therapy | | | Year-round | Chairperson) | Therapist from |
| | | | | | | external |
| | | | | | | organization |

| Targets | Strategies | Success Criteria | Methods of Evaluation | Time Scale | People in Charge | Resources Required |
|---------|-------------------------------------|------------------|--------------------------|------------|---------------------|-----------------------|
| | - Chinese | | | Year-round | Lee Man Yin | Tutors from |
| | Language Course | | | | (Special | external |
| | | | | | Education | organization |
| | Liberal Studies | | | Year-round | Needs Team | Social Workers |
| | Course (S4-5) | | | | Chairperson) | from external |
| | | | | | | organizations |

4. Major Concern: Nurture an international outlook and make better use of the global Pui Ying Network

| | Targets | | Strategies | | Success Criteria | | Methods of Evaluation | Time Scale | People in Charge | Resources Required | | | | | | | | |
|----------|--|-----|---|----------|--|----------|--|------------|---|-----------------------|--|--|--|--|--|------------|--|--|
| ♦ | To equip students with an international | 4.1 | Conduct exchanges with Pui Yingers | ✓ | Sense of belonging to Pui Ying family enhanced | A | Student feedback Parent | Year-round | Yau Oi Yuen Principal Teachers concerned | | | | | | | | | |
| | outlook and foster a generation of young people who love their | 4.2 | Broaden students' outlook through reading and sharing | ✓ | Student outlook broadened Critical thinking developed | A A | feedback Teacher feedback Observation | Year-round | Wong Kwok Tung (Teacher-in-charge of "Window of the World" 「世界之 窗」) | | | | | | | | | |
| * | motherland and dare see themselves as world citizens To provide opportunities to | 4.3 | Host talks and sharing sessions on current issues | | | | | Year-round | Chan Pui Fong Tang Yi Ling (Teachers-in-charge of Current Affairs Society) Teachers concerned | | | | | | | | | |
| | explore foreign cultures and learn their languages | 4.4 | Encourage students to broaden their horizons by participating in life-wide learning activities | √ | Students attending a wide variety of quality activities organized by other organizations | | | | | | | | | | | Year-round | Tsoi Yiu Chung (Life-wide Learning Committee Chairperson) Teachers concerned | |
| | | 4.5 | Provide opportunities for students to receive visitors from foreign countries | √ | Student outlook broadened | | | Year-round | Teachers concerned | | | | | | | | | |

D. School Finance

1. OEBG Budget 2013-2014

| <u>Actual</u> | | | Budgeted Expenditure |
|---------------|---|-------------------------|-----------------------------|
| SY 2012/2013 | Name of grant | | for SY 2013/2014 |
| | General Domain | | |
| 2,595,534.97 | Administration Grant - Ordinary & Additional CA | | 2,800,000.00 |
| 292,086.82 | Composite IT Grant | | 353,780.00 |
| 12,746.00 | Enhancement Grant | | 6,850.00 |
| 46,245.00 | Lift Maintenance Grant | | 53,000.00 |
| 143,037.00 | Noise Abatement Measure Subsidy | | 190,000.00 |
| 10,715.16 | Recurrent Subsidy of air-conditioning facilities in the preparation room of l | laboratories | 4,000.00 |
| 1,725,451.89 | School & Class Grant | | 1,707,482.50 |
| 159,970.00 | SBM Supplementary Grant | | 307,502.00 |
| 9,300.00 | Training and Development Grant | | 15,000.00 |
| 104,745.95 | Consolidated Subject Grant | | 140,236.01 |
| 5,099,832.79 | | Sub-total (A): | 5,577,850.51 |
| Actual | | | Budgeted Expenditure |
| SY 2012/2013 | Name of grant | | for SY 2013/2014 |
| | | | (\$) |
| | Special Domain | | |
| 583,936.59 | Capacity Enhancement Grant | | 743,679.00 |
| 11,623.80 | Whole School Approach to Guidance and Discipline Programme Funds | | 8,500.00 |
| | SB Support Scheme for Schools with Intake of Newly Arrived Children | | - |
| 595,560.39 | | Sub-total (B): | 752,179.00 |
| 5,695,393.18 | | Total (A) + (B): | 6,330,029.51 |

2. Composite Furniture and Equipment Grant Budget 2013-2014

| | <u>Budget</u> | |
|---|---------------|-------------|
| <u>Uses</u> | SY2013/2014 | |
| | <u>(\$)</u> | <u>(\$)</u> |
| Audio-visual Aids Team | | |
| - Wireless microphone 2 pcs and wireless mic receiver | 15,000.00 | |
| - Goose-neck microphone | 3,000.00 | |
| - Walkie-talkie 4 sets | 1,200.00 | |
| - Digital camera 2 sets | 8,000.00 | |
| - F-mount lens | 5,800.00 | |
| - Flash | 4,280.00 | |
| - HD DV camera with battery 1 set | 8,000.00 | |
| - Camera | 9,000.00 | |
| - Sound system in platform | 35,000.00 | 89,280.00 |
| Biology | | |
| - DNA kit sets | 10,000.00 | |
| - Models | 1,000.00 | 11,000.00 |
| Chemistry | | |
| - Models and mineral samples | 2,000.00 | 2,000.00 |
| Chinese Orchestra | | |
| - Chinese zither 2 sets | 8,000.00 | |
| - Chinese zither stand 2 pcs. | 400.00 | |
| - Percussion instruments | 1,500.00 | |
| - Maintenance for musical instruments | 500.00 | 10,400.00 |
| | | |

| Computer Technology and Programming Society | | |
|---|------------|------------|
| - Digital Camera | 4,000.00 | 4,000.00 |
| General Equipment | | |
| - Addition and replacement | 200,000.00 | 200,000.00 |
| Home Economics | | |
| - Gas cooker 2 sets | 15,960.00 | |
| - Microwave oven 1 set | 900.00 | |
| - Maintenance for sewing machines | 1,536.00 | 18,396.00 |
| Information Technology | | |
| - Tablet PCs 10 sets | 30,000.00 | |
| - Computer 43 sets | 164,000.00 | |
| - Projector 11 sets | 72,000.00 | |
| - Visualizer 10 sets | 40,000.00 | 306,000.00 |
| Instrumental Class | | |
| - Maintenance to musical instruments | 5,000.00 | 5,000.00 |
| Music | | |
| - Midi keyboard 4 sets | 4,800.00. | |
| - Percussion mallets | 2,000.00 | |
| - Storage board | 8,000.00 | |
| - Glockenspiel | 3,000.00 | |
| | | |

- Maintenance for musical instruments

28,800.00

11,000.00

| *Deficit for the year | | (270,250.00) |
|---------------------------------------|-----------|--------------|
| Grant Received for the year 2013-2014 | | 461,376.00 |
| Total Expenditure | | 731,626.00 |
| - Racks | 3,000.00 | 5,000.00 |
| - Scanner 1 pc. | 2,000.00 | 5 000 00 |
| Visual Arts Scopper 1 no | 2,000,00 | |
| - Equipment / apparatus | 3,700.00 | 3,700.00 |
| <u>Physics</u> | | |
| - Volleyball posts | 10,000.00 | 10,000.00 |
| Physical Education | | |
| - Trigger set | 1,050.00 | 1,050.00 |
| Photography Association | | |
| - Percussion instruments | 1,000.00 | 37,000.00 |
| - Copper Timpani | 35,000.00 | |
| - Music stand | 1,000.00 | |

^{*}Deficit will be absorbed by the General Domain of the OEBG.

3. Capacity Enhancement Grant 2013-2014

A. Allocation of Resources

| 1. | Employing one full-time support teacher | \$ | 179,500.00 |
|----|---|-----|-------------|
| 2. | Employing one full-time teaching and administrative assistant | \$ | 145,600.00 |
| 3. | Employing one librarian | \$ | 165,280.00 |
| 4. | Employing six part-time support staff | \$ | 93,600.00 |
| 5. | Employing coaches for sports training | \$ | 130,500.00 |
| 6. | Employer's contributions to Mandatory Provident Fund for teachers and support staff | \$ | 29,199.00 |
| | Total: | \$ | 743,679.00 |
| | Provisional Allocation from the EDB | \$ | 537,792.00 |
| | *Deficit for the year | (\$ | 205,887.00) |
| | | | |

^{*}Deficit will be absorbed by the General Domain of the OEBG.

B. Rationale and Details of Plans

- 1. Employing one full-time support teacher
 - taking up S1 Chinese Language lessons and S2 Putonghua lessons.
- 2. Employing one full-time teaching and administrative assistant
 - > providing secretarial service.
 - > assisting teachers in organizing school activities.

- assisting teachers in preparing teaching materials.
- conducting tutorial lessons.
- issuing school memoranda to students / parents.
- > substituting for lessons.

3. Employing one librarian

- > handling the operation of the school library.
- 4. Employing six part-time support staff
- > providing clerical support to teachers.
- > assisting teachers in the preparation of teaching resources.
- 5. Employing coaches for sports training
 - > commissioning three coaches to the School Basketball, Volleyball and Handball Teams.
 - > coaching, training and leading school teams in tournaments and sports events.

C. Evaluation

- Collect feedback from teachers.
- Review and revise plans made in Staff Meetings at the end of current school year or at the start of next school year.

4. Senior Secondary Curriculum Support Grant 2013-2014

A. Allocation of Resources

| 1 | 1 Employing three full-time and one part-time teachers | | | | | | |
|---|---|----|--------------|--|--|--|--|
| 2 | 2 Employer's contributions to Mandatory Provident Fund for teachers | | | | | | |
| | Total: | \$ | 1,026,035.00 | | | | |
| | Provisional Allocation from the EDB | \$ | 741,510.00 | | | | |
| | *Deficit for the year | \$ | (284,525.00) | | | | |

^{*}Deficit will be absorbed by the General Domain of the OEBG.

B. Rationale and Details of Plan

- Three full-time teachers will be employed. Their duties will include
 - taking up S5 & S6 English Language lessons.
 - taking up S2, S3 & S4 English Language lessons.
 - taking up S2, S3 and S5 Chinese Language lessons.
- ➤ One part-time teacher will be employed. She will take up 0.3 workload of a full-time teacher. Her duty will include
 - taking up S1 to S6 Visual Arts lessons.

The plan aims at:

• facilitating the implementation of the NSS curriculum;

> creating more space for teachers to engage in curriculum work and undertake professional training in relation to the NSS curriculum.

C. Evaluation

- Collect feedback from teachers.
- Review and revise plans at the end of current school year or at the start of next school year.

5. Extra Senior Secondary Curriculum Support Grant 2013-2014

A. Allocation of Resources

| 1 | Employing one full-time teacher | \$ 278,645.00 |
|---|---|-------------------|
| 2 | Employer's contributions to Mandatory Provident Fund for teachers | \$ 13,935.00 |
| | Total: | \$ 292,580.00 |
| | Provisional Allocation from the EDB | \$ 250,000.00 |
| | Deficit for the year | \$ (42,580.00) |
| | Surplus b/f from 2012-2013 | \$ 58,116.35 |
| | Surplus c/f to next year | \$ 15,536.35 |

B. Rationale and Details of Plan

- A full-time teacher will be employed. His duties will include
 - taking up S1, S3 and S4 Chinese Language lessons.

The plan aims at:

Facilitating the implementation of small-class teaching to enhance the quality of education.

C. Evaluation

- > Collect feedback from teachers.
- > Review and revise plans at the end of current school year or at the start of next school year.

二零一三/一四學年校本課後學習及支援計劃 校本津貼 - 活動計劃表

學校名稱: 沙田培英中學

A. 本計劃受惠學生人數(人頭)預計共 151 名

B. 獲本津貼資助/補足的各項活動資料

| *活動名稱/類別 | 活動目標 | 成功準則 (例如:學習成果) | 評估方法 (例如:測試、問卷等) | 活動舉辦時期 / 日期 | 預計參加合資格學生 人數# | 預計開支 (\$) | 合辦機構/服務供 應機構名稱 (如適用) |
|-----------------------|--|---|---|------------------------|---------------|--------------|--|
| English Writing Class | To improve students' writing skills | Students' writing skills are enhanced | Classroom assignments | 10-11/2013 3-5/2014 | 12 | 3,000.00 | Eureka Language Education Centre |
| English Summer Camp | To enhance students' confidence in speaking in English | Students are confident to communicate in English | Feedback from students | 7 or 8/2014 | 4 | 3,600.00 | HKCCCC |
| ELIC English Camp | To enhance students' confidence in speaking in English | Students are confident to communicate in English | Feedback from students and observation in class | 7-8/2014 | 25 | 37,500.00 | HKCCCC |
| Beautiful Life Scheme | | Students become more confident and have positive attitude towards life. | Observation on students' performance | 10/2013-5/2014 | 10 | 3,000.00 | Yang Memorial Methodist Social Service |
| 「一人一樂器」計劃 | 讓同學認識不同的樂器,提 升他們對音樂的興趣 | 同學對計劃有正面的 評價 | 問卷 | 10/2013-5/2014 | 8 | 8,000.00 | 外聘導師 |

| 文學創作班 | 提升同學對文學創作的興趣 及認知 | 同學能嘗試文學創作 | 活動課堂表現及習作 | 10/2013-5/2014 | 5 | 1,000.00 | 外聘導師或機構 |
|--------------|---|--|--|----------------|------|-----------|-------------------|
| 東莞「心」度行 | 讓同學學會珍惜、關懷他 人,建立正確的人生態度及 價值觀 | 同學有深刻反思 | 分享會、檢討會 | 4/2014 | 6 | 9,600.00 | 香港青年協會 (青年交流部) |
| 高中中文科拔尖課程 | 加強訓練學生寫作、閱讀理 解及口語溝通的答題能力及 技巧 | | 課堂表現及練習 校內試成績 公開試成績 | 10/2013-8/2014 | 20 | 5,000.00 | 外聘導師或機構 |
| 高中中文科保底班 | 提升學生寫作、閱讀理解及 口語溝通的能力,以及鞏固 答題的技巧 | | 課堂表現,如習作 校內試成績 公開試成績 | 10/2013-8/2014 | 40 | 10,000.00 | 外聘導師或機構 |
| 初中中文小說創作工作 坊 | 提升學生中文寫作的能力和 興趣 | 同學能嘗試小說創作 | 活動課堂表現及習作 | 10-11/2013 | 1 | 290.00 | 外聘導師 |
| 遊學團活動 | 了解不同國家的社會文化發 展及當地的升學資訊 | 學生出席活動 | 完成活動報告 | 4/2014 | 10 | 10,000.00 | 外間機構 |
| 體育營 | 體育領袖訓練 培養自信心 建立團隊精神 | 完成訓練營活動 同學能掌握擔任 體育領袖的元素 | 校隊訓練的表現 | 2/2014 | 10 | 2,000.00 | |
| | , | | 1 | | 預算總額 | 92,990.00 | |

7. Diversity Learning Grant (2013/14 – 2015/16)

The following programmes are adopted with the support of EDB's Diversity Learning Grant (DLG):

| DLG funded Programme(s) | Strategies & benefits anticipated (e.g. in what way students' diverse learning needs are catered for) | Name of programme(s) / course(s) and provider(s) | Duration of the programme / course | Target students | stude | imated n nts invol h school 14/15 | lved in | Evaluation of student learning / success indicators | Teacher-in- charge |
|----------------------------|---|--|---|---------------------|-------|--|---------|---|--|
| Other Programmes | - To offer training in robotics control and programming to those talented in computer | Robot Control and Programming | 3 years | S4 - S6 students | 10 | 10 | 10 | - Robots built and programmed | Mr. Leung Chun Yee, Chairman of Gifted Education Team |
| | - To subsidize students who are admitted to university gifted programs to further develop their potentials | Gifted programs offered by local universities | 3 years | S4 students | 5 | 5 | 5 | Assessment by the course providers (e.g. certificates of completion) Improvement in level of knowledge and interests | Mr. Lam Pui Chung, Chairman of Physics Department |
| | - To hire a tutor to give training to students talented in debating and public speaking skills | Speech and debate training | 3 years | S4 – S5 students | 9 | 9 | 9 | Quality of debating and public speaking skills shown in campus and external contests | Ms. Chui Chui To, Teacher-in-charge of Chinese Debate Team |

| DLG funded Programme(s) | Strategies & benefits anticipated (e.g. in what way students' | programme(s) the | | Duration of the students programme | Estimated no. of students involved in each school year | | | Evaluation of student learning / success indicators | Teacher-in- charge |
|----------------------------|--|--|----------|------------------------------------|--|-------|-------|--|---|
| | diverse learning needs are catered for) | and provider(s) | / course | | 13/14 | 14/15 | 15/16 | | |
| Other Programmes | To arouse student interest in journalism To enhance student ability for a range of genres/styles of writing | School Newsletter Team | 3 years | S4 - S6 students | 5 | 5 | 5 | - Student works published in the school newsletter (Matrix) three times a year | Ms. Siu Kai Ning, Teacher-in-charge of Newsletter Team |
| | - To provide leadership training to student leaders | Leadership Training Project | 3 years | S4 - S5 students | 12 | 12 | 12 | - Performance of student leaders in various committees | Mr. Tsoi Yiu Chung, Chairman of Life-Wide Learning Committee |
| | To procure training resources in preparation for competitions To build up student self-confidence | Gifted Education Training Programme | 3 years | S4 - S6 students | 10 | 10 | 10 | - Performance of students in external competitions | Mr. Leung Chun Yee, Chairman of Gifted Education Team |
| | - To offer training to students to equip them with Chinese-English simultaneous interpretation skills | S.I. Training | 1 year | S4 – S6 students | 12 | 12 | 12 | - Performance of students in school events | Ms. Siu Kai Ning & Mr. Chan Yu Kwan, Teachers-in-charge of Simultaneous Interpretation Training |

| DLG funded Programme(s) | Strategies & benefits anticipated (e.g. in what way students' diverse learning needs are catered for) | Name of programme(s) / course(s) and provider(s) | Duration of the programme / course | Target students | stude | imated nents involuted in school 14/15 | lved in | Evaluation of student learning / success indicators | Teacher-in- charge |
|----------------------------|---|---|---|---------------------|-------|--|---------|--|---|
| Other Programmes | Students opting for Music, Network Programme with HKBU Affiliated School Wong Kam Fai Secondary and Primary School can help to cater for their diverse needs To offer financial support for students opting for NSS Music so that their talents in Music can further be developed | 2013/2016 NSS Music Joint Schools Network Programme (Shatin) | 3 years | S4 students | 2 | 2 | 2 | - Performance of students in the HKDSE Examination | Jointly organized with HKBU Affiliated School Wong Kam Fai Secondary and Primary School Ms. Ho Yee Ki, our Panel Head of Music Department |
| | - To offer a workshop on art making with different media | Innovative Art Making Workshop | 3 months | S4 – S5 students | 10-15 | 10-15 | 10-15 | - Students can adopt the necessary skills in their further creation (e.g. SBA) | Ms. Wong Ling, Chairperson of Visual Arts Department |

| DLG funded Programme(s) | Strategies & benefits anticipated (e.g. in what way students' diverse learning needs are catered for) | Name of programme(s) / course(s) and provider(s) | Duration of the programme / course | Target students | stude | imated n ints invol h school 14/15 | lved in | Evaluation of student learning / success indicators | Teacher-in- charge |
|------------------------------|---|---|---|--------------------|-------|---|---------|--|------------------------------------|
| Applied Learning (APL) | To provide APL course to cater students with different learning needs and interests. Students can acquire diverse learning experiences and develop their career aspirations. | Applied Psychology provided by Lingnan Institute of Further Education | Two years 180 hours (starting from 2012/13 school year) | S5 & S6 students | 3 | | - | - Students successfully completing APL course as shown in the record of student learning Assessment of students' performance Students' feedback. | Ms. Chan Lai Fan Vice-principal |